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Constitution and by-laws of the  
Hua Chiao Tsing Nien Hui  
Purworedjo Section

20th Anniversary 1931 - 1951 of the Hua Chiao  
Tsing Nien Hui Purworedjo

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### CONSTITUTION OF THE HUA CHIAO TSING NIEN HUI PURWOREJO SECTION

#### Chapter 1

##### Name

This association is named Hua Chiao Tsing *Nien*  
Hui (H.C.T.N.<sup>H</sup>). It was established 25 December  
1930. (Because during the Japanese occupation  
all organizations were liquidated, the H.C.T.N.H.  
was discontinued, but we continued to be active  
in carrying out our aims, even within the  
C.H.T.H.

The H.C.T.N.H. was reestablished on  
3 June 1950.

#### Chapter 2

##### Official Year

The official year begins on January 1st  
and ends December 31st.

#### Chapter 3

##### Objective

(a) To unite all the youth of Purworejo  
into one organization.

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(b) To work together in order to advance and disseminate knowledge and experience in social, cultural, artistic and sports activities.

### Article 4

#### Membership

Any youth (male and female) who has good character, can be considered as a member. He must also have two letters from members as references. Admission will be decided upon by a majority vote of the officials.

### Chapter 5

[Note: Classification of members in the by-laws varies slightly from this]

Membership consists of:

(a) Ordinary members: They have to be 18 years of age and have one vote in the organization.

(b) Candidate members: Those who are not yet 18 years old. They can vote only within their own sections.

(c) Honorary members: Those who have made any kind of contributions to the organization. They are entitled to one vote.

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(d) Supporting members: Those who are paying 30 rupiah a year. They are non-voting

(e) Special members: Those who are from other towns.

### Chapter 6

#### Officials

(a) Officials consist of an: Advisor, president, vice president, secretary, treasurers for the Indonesian and Chinese groups, general leaders and branch leaders.

(b) Daily Standing officials are: President, vice president, secretary, and treasurer.

(c) Only the president is elected by members. Other officials are appointed by the president. Branch leaders are selected by the general leader.

(d) Tenure of office is for one year. Even though officials can be reappointed again. The president cannot be elected more than three times.

(e) All officials work without receiving any kind of financial compensation.

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### Chapter 7

#### Finances

The organization derives its finances from monthly dues, plus a branch fee when a new branch desires admittance.

### Chapter 8

#### Meetings

(a) A general membership meeting must be held at least once a year, in order that members be given instructions and be informed about other activities.

(b) Also at this meeting three ordinary members are elected to audit the financial report.

(c) Meetings of officials must be held once a month. The dates of such meetings will be established in the by-laws.

(d) Decisions at meetings are considered valid if:

(1) If more than half of the officials are present at the officers meeting.

(2) If more than one third of the members are present at a general membership meeting.

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3. and if the majority of those present vote for it. In case of a tie, the president makes a decision.

(e) If at the first meeting the necessary quorum is not present then a second meeting is put on the agenda. Decisions of the second meeting are considered valid on the basis of paragraph d, subparagraph 3, of this chapter, even though there is no quorum.

(f) An emergency meeting can be held whenever the need arises.

(g) Extraordinary general meetings can be held at any time the need arises or upon the request of 1/3 of those members.

### Chapter 9

#### Branches

Branches can, whenever they think it is necessary, take action with official permission. Every branch can possess its own regulation as to meetings but cannot alter the constitution or the by-laws as prescribed, and must receive official permission.

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### Chapter 10

#### Liquidation of the Organization

(a) Decisions as to liquidation of this organization can only be authorized in a general membership meeting.

(b) The decision to liquidate can only be carried out when 3/4 of those assembled agree to it.

(c) Once the liquidation has been decided, members at the meeting will appoint a group which will be responsible for dissolving all assets.

### Chapter 11

#### Miscellaneous

(a) Anything which has not been covered in the constitution must be covered in the by-laws.

(b) All matters which are not entered in the constitution or the by-laws and which are not inconsistent with those principles can be decided upon by the officials. Such decisions are valid.

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(c) Changes in the constitution can only be made at a general membership meeting, and with the approval of 2/3 of those present.

(d) Special regulation for branches are decided only at a meeting of officials.

(e) All members are required to understand and obey the regulations of this organization.

### BY-LAWS

#### Chapter 1

#### Members

(a) Anyone who desires to become a member of this organization must submit an application and a letter stating that he has read the constitution and the by-laws.

(b) Everyone admitted must pay:

1. Entrance fee, 2 rupiah-for senior youth members.

2. Monthly dues: 50 rupiah for senior members.

(c) Members can be expelled from this organization for the following reasons:

1. If they fail to pay their dues for three months straight, even though they attend the meetings.

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2. If they neglect their duties or act against the rules in the constitution or in the by-laws.

(d) Members who have not paid their dues for three months upon reentering must pay a double fee.

1. Former members, who, left honorably and want to reenter do not have to pay any entrance fee, but have to serve a 3 month probational period.

2. If prior to 6 months those who have reentered, request to leave the organization, officials can rule to expell them and count their accrued dues as partial payment.

(e) Members who have already reentered three times will not be admitted a fourth time.

(f) When members transfer to another area, but want to remain members, they are required to forward their new address and name someone as a representative to pay their dues.

### Chapter 2

#### Rights of Members

(a) Whenever a member is dissatisfied with the treatment by an official or feels that a decision is unjust, he has the right to protest or send a

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letter of protest, but cannot otherwise question or complain about the decision.

### Chapter 3

#### Supporting Members

(a) Supporting members are those who pay a yearly sum of 30 rupiah.

(b) They possess only rights to take part as members of parts of this organization probably means in branch activities but not in general activities<sup>7</sup>

(c) In a general meeting they merely possess the right to advise. They can never become officials.

### Chapter 4

#### Honorary Members

(a) Honorary members are those who have been given honorary membership in the organization.

(b) They have the right to donate at general meetings.

(c) They have the right to attend general meetings at the invitation of the Daily officers.

(d) They are not required to pay anything, except as they may wish to do so.

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### Chapter 5

#### Supporting Members

(a) A Chinese-or not-who has respect for this group or who is respected highly by this group.

(b) Decisions to accept such members must be taken by a 2/3 majority vote upon the recommendation by an official.

(c) He has the right to attend all meetings to give advice.

(d) He pays no dues except voluntary.

### Chapter 6

#### Daily Officials /Duty Officers/ and their Duties

(a) Daily officers are designated in accordance with Chapter 6 of the constitution.

(b) Governing officials are those, who are charged with carrying out the aims and activities of the organization.

(c) These governing officials have the right to suspend members, whenever they agree at a meeting that a member has committed the following offenses:

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1. Injured the organization.
2. Not carried out his duties.
3. In case of disagreement among

governing officials, or between officials and such members, the accused person has the right to appeal at a coming meeting.

(d) Officials as designated by the constitution in chapter 6c can only be suspended in a general membership meeting.

### Chapter 7

#### Duties of the President

(a) He is in charge of officers and membership meetings and has to approve all decisions. As president he signs all letters and orders which are sent not only to members but to outsiders.

(b) He can become a deputy at any place for the organization and represent it as well as carry out urgent business in its name.

(c) He watches out for improvements and purges the organization of undesirable elements.

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### **Chapter 8**

#### **Responsibilities of the Vice-President**

To assist the president in his work and takes his place in his absence.

### **Chapter 9**

#### **Responsibility of the 1st Secretary**

Sends and receives all correspondence. Takes notes, and gives information in membership meetings.

### **Chapter 10**

#### **Responsibility of the 2nd Secretary**

He assists in all types of secretarial work and carries on the usual administrative jobs for the organization.

### **Chapter 11**

#### **Responsibility of the Treasurer**

He takes care of all the financial matters in the organization and renders monthly and yearly statements on the financial condition of the organization and its clubhouse. He expends funds approved by the president and secretary. He shall maintain financial books which can be reviewed at

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all times by The Treasury Commissions; these books shall give a balance and all information.

### Chapter 12

#### Responsibilities of The Treasury Commission

It reviews administrative actions, receives reports on investigation of receipts, gives financial and administrative advice and signs investigation reports.

#### Responsibilities of Advisors

They give thought to measures which will improve the group and give their advice in meetings.

### Chapter 14

#### Responsibilities of General Leaders

To direct the branches and give instructions for all activities.

### Chapter 15

#### Responsibilities of Branch Leaders

To direct their respective branches and give heed to the interests of the members.

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### Chapter 16

#### Finances

Financing is through monthly dues and branch fees.

Extraordinary expenditures, i.e. over 50 rupiah a month must be with the cognizance of a meeting of the leaders.

### Chapter 17

In accord with the constitution, Chapter 8, subchapter s,b,c,d,e,f,g, the officials' meetings will be held on the 10th of each month.

### Chapter 18

#### Additional Provisions

1. If there are chapters which can be variously interpreted the leaders will decide.
2. All matters not included in these by-laws can be decided by the leaders.

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